

NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS

JOB VACANCY POSTING

POSTING NUMBER: HR- 0054

ISSUE DATE: July 25, 2012

TITLE: Chief, Bureau of Code Enforcement

CLOSING DATE: August 8, 2012

DIVISION/UNIT: Codes and Standards / Bureau of Housing Inspection

LOCATION: 101 South Broad Street, Trenton

SALARY RANGE: M32/\$71,878.65 - \$100,638.17

POSITION(S): 1

DISTRIBUTION: Department

DESCRIPTION OF MAJOR DUTIES: Under the direction of the Director in the Division of Codes and Standards, is responsible for the administration and enforcement of housing codes; does other related work as required.

REQUIREMENTS

EDUCATION:

Graduation from an accredited college with a Bachelor's degree.

EXPERIENCE:

Six (6) years of experience as an administrator of a program of regulatory enforcement or housing code enforcement.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year for year basis.

NOTE: Possession of a valid license as a Registered Architect issued by the New Jersey State Board of Architecture or a valid Professional Engineer's License issued by the New Jersey State Board of Professional Engineers and Land Surveyors may be substituted for the Bachelor's degree.

NOTE: A Master's degree in Architecture, Construction, Engineering, Business Administration, or Public Administration from an accredited college may be substituted for one (1) year of the experience indicated above.

LICENSE:

Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

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- ☒ A promotable eligible exist within the unit scope.
☐ A promotional or open competitive list exists.
☐ Depending upon the qualifications of applicants, appointment may be made at a lower level.

Please submit a resume and any required documents (licenses, certification and or transcripts) along with a letter of interest, including a phone number to:

Human Resources Director
New Jersey Department of Community Affairs
HR# 0054
PO Box 800
Trenton, New Jersey 08625
Resumes may be emailed to: resume1@dca.state.nj.us

Interviews will be granted on the basis of the resume.

NOTE: In accordance with the New Jersey First Act P.L. 2011 c70, effective September 1, 2011, new public employees are required to obtain New Jersey residency within one (1) year of employment.

The New Jersey Department of Community Affairs is an Equal Opportunity Employer